

Organisations Booking Form



Fairlop Sailing Centre

Important note: Please fill in a separate form for each term (ignore half term dates) and group (photocopy extra forms as required) and submit bookings for the whole year in July.

Name of Establishment/Organisation	Autumn / Spring / Summer term*
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Contact Name.	Activity (from list overleaf).
Address	Age and Number requiring tuition.
..... Postcode	Number of craft required
Daytime phone	Number of staff schools leave blank

Timings:	Day	Arr. time	Dep. time	Inclusive dates
<i>1st choice</i>				
<i>2nd choice</i>				

SignedHeadteacher / Organiser / Leader* *indicate as applicable

NOTES

- 1/ Please complete this form carefully as it will constitute a commitment to pay the appropriate fees.
- 2/ Schools should state **two** preferences if possible. Other users may wish to give alternatives.
- 3/ Times stated should be time to be spent at the Centre i.e do not allow travelling time. The Centre staff will fit their breaks around the bookings in order to maximise usage.
- 4/ Bookings will be confirmed as soon as possible after the receipt of this form.

Priority of Usage

The following users will be given priority of use at the times stated. If bookings are not made by a pre-determined date, other categories of user will be allowed to book. N.B. there is no priority between the groups shown unless one is indicated by a number.

Daytime in School Terms 8.30 a.m - 6 p.m. Mondays - Fridays

- (i) Registered pupils of Borough maintained schools.
- (ii) Registered pupils/students of other educational establishments situated within the Borough.
- (iii) Pupils of maintained schools in other LEAs and of independent schools, colleges of further education situated outside the Borough.
- (iv) Fairlop Sailing Centre Club Members

Tuesday - Friday Evenings 7 p.m. - dusk.

- (i) Registered Borough Youth Organisations
- (ii) Fairlop Sailing Centre Club Members

Saturdays a.m.

Members of the Fairlop Sailing Centre Club.

Saturdays p.m.

Members of the Fairlop Sailing Centre Club and registered schools users

Daytime in School Holidays

10 a.m. - 12 noon and 2 p.m. - 4 p.m. Mondays - Friday

- i) Users of the Fairlop Sailing Centre summer programme and pre-booked groups
- ii) Members of the Fairlop Sailing Centre Club.

This form should be signed by a person authorised to agree payment of the fees, and returned to:- The Warden, Fairlop Sailing Centre, Forest Road, Ilford, Essex, IG6 3HN

Phone: 020 8500 1468
Fax: 020 8501 1669
Email: admin@fairlop.org.uk

Please make cheques payable to: "London Borough of Redbridge"

Fairlop Sailing Centre

Activities

This list of activities is not exhaustive. Activities can be tailored specifically to your needs or we can combine activities to order with prior negotiation.

BCU British Canoe Union (approved centre)
NSSA National Schools Sailing Association (affiliated centre)
RYA Royal Yachting Association (Recognised teaching establishment)
AALA Adventure Activities Licensing Authority - Watersports
Certification is available for courses using national governing body syllabi

- Dinghy Sailing** RYA and NSSA courses available, beginners to advanced. Termly or half termly courses available. Max group size 45.
- Bradwell 22** Cruising Ketch. Especially suitable for disabled groups. Max. group size:12
- Windsurfing** RYA courses. Termly or half termly. Max group size:12
- Kayaking** Single seater canoes. BCU courses. GCSE course. Available termly or less, depending on course required. Max group size:12
- Canoeing** Canadian canoes. BCU courses available.
- Bellboating** Stable paddling craft. Good to develop teamwork. Especially suitable for disabled groups
- Rafting** Good for teamwork and practical skills. Not available in winter
- Sculling** 3 Mondego sculls are available. Max group size: 9
- Multiple activities** Water based activities. Termly or half termly. Taster sessions based on the above listed activities
- Boat hire** Boats are available for hire to groups that are accompanied by a suitably qualified/approved instructor. (kayaks/canoes/sailing dinghies/Bradwell 22/Rowboats).
- Personal/Group development** Supervised wide games, each with a specific aim in mind. There are several to pick from all of which are fun as well as demanding for differing ability levels. These are usually one-off sessions.
- Environmental Studies** Worksheets and specialist equipment are stored at the centre. Visiting staff normally run their own sessions (Advice is available from centre staff during a preliminary visit). It is often possible to organise one session on the water (eg; pond dipping), run by centre staff, as a part of an environmental course.
- Centre premises only** Conference/Social facilities with no activity on the water.
- Camping** Tents are available for hire and there is a small camping area within the centre perimeter fence which is ideal to fulfil the national curriculum's requirements for a sheltered school outing at key stage 2/3.

N.B. Activities may change at the discretion of centre staff due to various factors (eg: weather)

Please see separate sheet for charges

Log on to: www.fairlop.org.uk